

DEMAREST BOARD OF EDUCATION

COW and REGULAR MEETING MINUTES

Luther Lee Emerson School - Gym
July 14, 2020
6:30 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg.
Absent: None
Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
 - 1. Legal matter – Schinelli
 - 2. Personnel - CRS custodial position
Maintenance position
- B. It was moved by Verna, seconded by Cantatore and approved by unanimous voice vote of those present to approve the following resolution to enter the Executive Session:

WHEREAS, in order to protect the personal privacy and to avoid situations wherein the public interest might be disserved, the Open Public Meetings Act permits public bodies to exclude the public from that portion of a meeting at which certain matters are discussed;

WHEREAS, the length of the closed Executive Session is estimated to be thirty minutes, after which the Regular Public Meeting will reconvene and proceed with business where formal action may or may not be taken;

NOW THEREFORE BE IT RESOLVED, that consistent with the provision of N.J.S.A. 10:4-12(b), the Board of Education will now adjourn to executive session to discuss items stated above; and

BE IT FURTHER RESOLVED, that the Board hereby declares that its discussion of the aforementioned subjects will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.
- C. It was moved by Verna, seconded by Cantatore and approved by unanimous voice vote of those present to convene executive session at 7:00 P.M.

III. REOPEN PUBLIC MEETING

A. It was moved by Verna, seconded by Cantatore to reopen the Regular Meeting to the public at 7:00P.M.

B. President Holzberg read the following announcement:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this Act, the Demarest Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the Borough Hall and at the Middle School and by notifying in writing two newspapers: The Record and The Suburbanite.

IV. FLAG

A. President Holzberg led the flag salute.

V. ROLL CALL

Present: Cantatore, Governale, Kirtane, Lee, Schliem, Verna, Holzberg.

Absent: None

Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

VI. APPROVAL OF MINUTES OF THE MEETINGS

A. It was moved by Governale, seconded by Verna and approved by unanimous voice vote of those present to approve:

- June 16, 2020 COW and Regular Session Meeting Minutes
- June 16, 2020 Executive Session Meeting Minutes

VII. CORRESPONDENCE

A. Board Secretary Perez reviewed this month's correspondence.

- Letter of retirement
- NJSBA annual membership letter

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg thanked Mr. Perez for his service and recognized Mr. Fox for his recent award.

IX. SUPERINTENDENT'S REPORT

A Superintendent Fox commented on the following:

- Recognized Mr. Perez' retirement
- Re-opening team meeting report

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

None at this time.

XII. REVIEW OF AGENDA

A. Board members reviewed the items.

XIII. PUBLIC COMMENT

There was no motion for public comment being no one from the public was present.

XIV. ACTIONS

A. Instruction – Staffing

1. It was moved by Choi, seconded by Verna and approved by unanimous roll call vote of those present to approve to approve qualified Demarest Education Association personnel to administer health safety evaluations at their hourly rate, prior to student assessments conducted during July and August 2020, as approved by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Lee, seconded by Verna and approved by unanimous roll call vote of those present to approve the following contracts with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for the 2020/2021 school year, as recommended by the Chief School Administrator:

Student ID	Level of Service	Cost
2273019823	Level 1	\$ 1,900.00
4538439360	Level 1	\$ 1,900.00
8491500919	Level 1	\$ 1,900.00

C. Support Services – Staffing

1. It was moved by Schliem, seconded by Choi and approved by unanimous roll call vote of those present to accept notice of retirement from Thomas Perez, School Business Administrator/Board Secretary, effective September 30, 2020, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve technology shared service agreement with Northern Valley Regional High School for the 2020/2021 school year in the amount of \$80,337.00, as recommended by the Chief School Administrator.
2. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve payment application #7 in the amount of \$30,343.46 for the DMS Music Room Addition, NJDOE # 03-1070-040-18-1000, to Mark Construction, Inc., as reviewed by EI Associates and as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm June 19, 2020 payroll in the amount of \$414,087.90.
2. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm June 30, 2020 payroll in the amount of \$108,625.89.
3. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the July 15, 2020 payroll in the amount of \$81,297.12.
4. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the June 30, 2020 in office checks in the amount of \$314,308.30 and June 30, 2020 budget checks in the amount of \$90,195.62 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$393,232.61
20 Special Revenue Fund	<u>\$ 11,271.31</u>
Total Bills:	\$404,503.92

* Schliem abstain on Staples check # 19640. Her vote herein shall constitute a vote as to payment of all other bills.

5. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the July 14, 2020 budget checks in the amount of \$369,875.76 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$298,217.32
12 Capital Outlay	<u>\$ 71,658.44</u>
Total Bills:	\$369,875.76

6. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Thomas J. Perez certify that as of June 30, 2020 no budgetary line item account has obligations or payments (contractual orders) which in total exceeds the amount appropriated by the district Board of Education pursuant to N.J.S.A 18A:22-8 and 18A:22-8.1.

7. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution:

Certification of Board of Education

Pursuant to N.J.A.C 6:20-2.13 (e), we certify that as of June 30, 2020 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district official, to the best of our knowledge no major account or fund has been over-extended in violation of NJAC 6:20-2.13 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year

8. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the May 2020 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.
9. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for June 2020:

To:	Account	Amount
11-240-100-101	BSI Salaries	\$ 2
11-402-100-110	Athletics Salaries	1
11800-330-105	Community Services Salaries Secretary/Clerical	2
11-000-211-105	Attendance Clerical Salaries	120
11-000-218-105	Guidance Clerical Salaries	2
11-000-230-331	General Administration Legal	16,400
11-000-230-820	General Administration Judgements against BOE	15,000
11-000-240-103	School Admin Salaries Principals	9,400
11-000-240-105	School Admin Salaries Secretary/Clerical	2
11-000-261-105	Required Maintenance Salaries Secretary/Clerical	2
11-000-261-110	Required Maintenance Salaries Educ Facility Mgr	1,817
11-000-262-107	Custodial Salaries Lunch/Playground Aide	1,560
11-000-263-110	Care Upkeep Grounds Salaries	1,755
11-000-291-290	Employee Benefits Other Benefits	3,232
		<u>\$ 49,295</u>

From:	Account	Amount
11-240-100-890	BSI Other Objects	\$ 2
11-402-100-500	Athletics Other Purchased Services	1
11-800-330-592	Community Services Misc Purchased Services	2
11-000-213-110	Health Services Salaries	120
11-000-218-104	Guidance Salaries	2
11-000-230-1-5	General Admin Salaries Secretary/Clerical	1,800
11-000-230-334	General Admin Architect/Engineer Services	11,000
11-000-230-339	General Admin Other Professional Services	4,000
11-000-230-530	General Admin Communications	1,800
11-000-230-580	General Admin Travel	2,500
11-000-230-585	General Admin BOE Travel	3,300
11-000-230-592	General Admin Misc Purchased Services	5,200
11-000-230-610	General Admin General Supplies	800
11-000-230-630	General Admin In House Training Supplies	200
11-000-230-890	General Admin Other Objects	800
11-000-240-580	School Admin Travel	3,800
11-000-240-610	School Admin General Supplies	3,902
11-000-240-890	School Admin Other Objects	500
11-000-251-610	Central Services General Supplies	1,200
11-000-261-420	Required Maintenance Cleaning, Repairs, Maint	1,819
11-000-262-110	Custodial Salaries	1,560
11-000-263-420	Care Upkeep Grounds Cleaning, Repairs, Maint	1,755
11-000-291-280	Employee Benefits Tuition	3,232
		<u>\$ 49,295</u>

F. Other

1. It was moved by Verna, seconded by Choi and approved by unanimous voice vote of those present to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, August 18, 2020, if necessary, to discuss personnel, student and/or legal matters.

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to the public at a future date.

XV. PUBLIC COMMENT

There was no motion for public comment being no one from the public was present.

XVI. NEW BUSINESS

XVII. EXECUTIVE SESSION

- A. There was no motion to enter the Executive Session.

XVIII. ADJOURNMENT

- A. It was moved by Verna, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 8:45 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary